

Western Placer Unified School District

POSITION DESCRIPTION

Position Title: **DISTRICT SCHOOL NURSE**
Department: Designated Site(s)
Reports to: Assistant Superintendent of Curriculum and Instruction

SUMMARY:

The school nurse's primary function is to strengthen the education process through improvement and protection of the health status of children in Western Placer Unified School District. The major focus of school nursing services is prevention of disabilities through detection and suggested correction of health problems.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- * Assists in developing and recommending policies and procedures in compliance with state laws dealing with health and safety.
- * Previews and maintains cumulative health records, exchanges information and counsels teachers regarding existing health problems with potential effects on education.
- * Assesses every student's immunization status to ensure compliance with the law and recommended medical practice.
- * Assesses and evaluates the health and developmental status of students to identify specific physical disorders and other factors relating to the learning process and to contribute significant information in order to modify the students educational plans.
- * Obtains health and developmental histories on potential special education candidates, interprets medical/nursing findings appropriate to the students individual educational plan. Develops individual health care plans (IHP) for special needs students and makes recommendations to parents and professional personnel directly involved. Also serves on placement committees for special education programs.
- * Participates in health curriculum development and serves as a resource person to the classroom teacher for health instruction and provides selected learning experiences for students.
- * Counsels pupils and parents by:
 1. Assisting children and youth, parents, and school personnel in identifying and utilizing appropriate and mutually acceptable private and community health delivery services for professional care and remediation of defects.
 2. Counseling with parents, pupils and school staff regarding health related attendance problems.
 3. Helping parents, school personnel and pupils understand and adjust to physical, mental and social limitations.
 4. Exploring with families and pupils, attitudes, information and values that effect their health behavior.
- * Carries out or supervises mandated and other health screening programs at indicated grade levels and counsels parents regarding indicated follow-up.
- * Assists and supervises administration of medication according to state law.
- * Determines and maintains health care supplies, and equipment as necessary at school sites.
- * Provides first aid and emergency care for serious accidents including completion of accident report and follow-up with family and child.
- * Works in cooperation with the principals and staff of each assigned school.

SUPERVISORY RESPONSIBILITIES:

Participates in the instruction and supervision of health clerk/aide. Carries out supervisory responsibilities in accordance with District policies and applicable laws.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

Possesses appropriate credential and license.

CERTIFICATES, LICENSES, REGISTRATIONS:

Appropriate earned legal credential and license.

LANGUAGE SKILLS:

Ability to write routine reports and correspondence. Ability to speak effectively before administrators, staff, parents and students.

MATHEMATICAL SKILLS:

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane, and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.

OTHER SKILLS and ABILITIES:

Ability to apply knowledge of current research and theory in specific field. Ability to establish and maintain effective working relationships with students, staff and the community. Ability to communicate clearly and concisely both in oral and written form. Ability to perform duties with awareness of all district requirements and Board of Trustee policies.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit; walk and stand; travel from building to other sites. Specific vision abilities required by this job include close vision, distance vision, depth perception, and the ability to adjust focus. The employee must occasionally lift and/or move and push up to 90 pounds such as students and students in wheelchairs. Specific vision abilities required by this job include close vision distance vision, and depth perception.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually very moderate to quiet. The employee is frequently exposed to infection at a greater risk than the average person. The employee is directly responsible for the safety, well-being of students.

The information contained in this job description is for compliance with the American with Disabilities Act (A.M.) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.